

4 YEAR PLAN IS TO BE UPDATED YEARLY BY STUDENT

ePEP
Planning Worksheet
www.facts.org

Directions: Please complete the following Profile Information prior to creating your ePEP Login and Password. This information will be used to set up your FACTS.org ePersonal Education Plan (ePEP).

Profile Information

Student Name
(As it appears on your report card) _____

Student birth date (Month/Date/Year) _____ Social Security Number (SSN) _____

If you **do not** have a SSN you can use
Your 10 digit Student Number _____

School District _____ Year I will entered 9th grade _____

High School I attend _____

Creating an ePEP -- Login ID & Password

- 1 Go to www.facts.org and click on **ePEP and High School Evaluations** button located on the right side of the page OR click on **High School Planning** from the menu on the left side of the page, then select **ePEP & High School Evaluations** from the pull down menu.
- 2 Click on the **New User? Create Login ID and Password**.
- 3 Create a Login ID of 5-30 characters with no spaces or special symbols.
- 4 Create a Password of 5-8 characters with no special symbols.
- 5 Re-enter the Password to confirm. Write your ID and password on the ePEP Pocket Guide **and keep it in a safe place**. You will be using this ePEP through out high school.
- 6 Click on **Submit**. Use the ID and Password you have chosen to return at any time to your ePersonal Education Planner.

TROUBLESHOOTING -- Incorrect or Forgotten Login ID or Password

The student must use the "Forgot ID or Password" feature in the Login area. To retrieve Login Id and Password, students have to successfully answer just one of three security questions that they created for themselves when the account was initially created.

HELPDESK
facts@admin.usf.edu
or toll-free at 1-888-324-2618

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1-866-324-2618